

## College- and Career-Readiness Assessment Implementation (IC 20-32-9 / PL 268-2013) 2014-15

During the 2013 legislative session, the Indiana General Assembly passed [HEA 1005](#), and the Governor signed PL 268-2013 into law. A component of this law ([IC 20-32-9](#)) requires public and state-accredited nonpublic school students who meet specific criteria to take a college- and career-readiness exam and potentially receive remediation. **The assessment selected to meet the requirements of this law for the 2014-15 school year is the ACCUPLACER 2014-15 Version** (also used as a customized version for Ivy Tech), and IC 20-32-9 assessment-related implementation guidance is presented on the following pages. (Note: The terms “college- and career-readiness exam” and “CCR exam” refer to ACCUPLACER for 2014-15.) This guidance will be updated throughout the school year based on questions received from educators. Questions may be submitted via email to: [accuplacer@doe.in.gov](mailto:accuplacer@doe.in.gov). **[Updated: 1-16-15]**

### 1. To which schools do the requirements apply?

School Type	Subject to the requirements of IC 20-32-9?
Public school	Yes
Charter school	No
State accredited nonpublic school	Yes
Freeway school	Yes
Nonpublic school accredited by other entity recognized by the State Board of Education	Yes
Choice school	Yes

### 2. What are the ACCUPLACER 2014-15 Version Exams?

ACCUPLACER 2014-15 Version Exams are internet-based **computer adaptive** tests that assess reading, writing, and mathematics skills. (Indiana will use the reading and mathematics portions only.) The ACCUPLACER 2014-15 Version Exams\* provide both placement scores (for placement into college course(s)) and diagnostic scores that can be used to “drill down” and identify students’ strengths and specific areas of need. The results and information from the ACCUPLACER 2014-15 Version Exams provide schools with a detailed assessment of students’ skills, which will assist in course selection and remediation plans for students. (\*In math, students will take the Elementary Algebra Placement test, and then may be branched to one of three diagnostic groupings: Math A, B, or C.) **Refer to the IDOE ACCUPLACER Program Manual for more information regarding the diagnostic math assessment.**

## 2014-15 Participation Criteria for College- and Career-Readiness Exam

**Meeting the performance criteria for either the PSAT or ECA requires student participation in the ACCUPLACER 2014-15 Version Exam(s) in English/Language Arts and/or Mathematics.**

Students	PSAT Performance	ECA* Performance	ACCUPLACER Participation	ACCUPLACER Participation EXEMPTION**
Current Juniors	Score < 46*** (PSAT in <b>11<sup>th</sup></b> grade year) <b>OR</b> Score <i>Did Not Pass</i> 2 or more times		Yes	<u>ELA Exemption:</u> <ul style="list-style-type: none"> <li>SAT Reading Score <math>\geq 460</math></li> <li>ACT Reading Score <math>\geq 18</math></li> <li>ACT English Score <math>\geq 17</math></li> <li>ACCUPLACER Placement Score (2014): Reading <math>\geq 76</math></li> <li>ACCUPLACER 2014-15 Version: Reading Diagnostic <math>\geq 69</math></li> </ul>
Current Juniors	Score < 42**** (PSAT in <b>10<sup>th</sup></b> grade year) <b>OR</b> Score <i>Did Not Pass</i> 2 or more times		Yes	<u>Math Exemption:</u> <ul style="list-style-type: none"> <li>SAT Math Score <math>\geq 460</math></li> <li>ACT Math Score <math>\geq 18</math></li> <li>ACCUPLACER Placement Score (2014): Elementary Algebra <math>\geq 74</math></li> <li>ACCUPLACER 2014-15 Version: Elementary Algebra <math>\geq 45</math></li> </ul> <b><u>or</u></b> Strand 5, 6, 7 $\geq 9$ <b><u>and</u></b> Strand 8 $\geq 6$
Non-Diploma Track Students	Not Applicable	Not Applicable	No	Not Applicable

\*Algebra I or English 10

\*\*Current juniors who have met the identified SAT, ACT, or ACCUPLACER Placement Scores *are not required* to take the ACCUPLACER 2014-15 Version Exams.

\*\*\*PSAT scores less than 46 do not meet eligibility criteria to enroll in credit-bearing courses at Ivy Tech Community College unless there is a qualifying score on the PSAT, SAT, ACT or ACCUPLACER score in 11<sup>th</sup> or 12<sup>th</sup> grade or if the student achieves a qualifying score on ACCUPLACER for enrollment at Ivy Tech.

\*\*\*\*Criteria must include the student's most recent PSAT score. A PSAT score from the sophomore year (and cutoff of < 42) can be used only in the case where the student did not test as a junior. If the student does not have a PSAT score for either year, he/she will be required to test.

**IMPORTANT:** Refer to Appendix A, B, and C for diagrams outlining participation, including IC 20-32-9 implications related to dual credit and state financial aid.

**3. If a student did not take the PSAT but passed the Algebra I and English 10 ECAs, does he/she have to take the ACCUPLACER 2014-15 Version Exam(s)?**

Yes, the student must take the exam(s) unless the student meets required scores noted in the Exemption column of the participation chart.

**4. Which sections of the PSAT are included in the required score?**

The Critical Reading and Mathematics sections of the PSAT/NMSQT are included, and scores are reported on a scale of 20 to 80 for each section. Students are required to take the ACCUPLACER 2014-15 Version Exam in the subject area(s) in which they have not met the criteria on the PSAT. For example, if a student scores below 46 on Critical Reading, but at or above 46 on Mathematics during the junior year, the student is required to take the reading portion of the exam, but not the math portion.

**5. When are PSAT scores released to schools?**

Schools receive PSAT scores in December.

**6. How were the PSAT scores chosen as part of the criteria?**

The PSAT criterion was chosen as a result of information provided on College Readiness reports and recommendations from the Commission for Higher Education, College Board, Ivy Tech and Vincennes University. Based on this information, the PSAT score criteria differ by grade level.

**7. The criteria include PSAT scores and Did Not Pass the ECA(s). Can schools take into account SAT or ACT results as well?**

Yes. Students who meet the SAT, ACT, or ACCUPLACER Placement scores outlined in the chart may be exempt from taking the reading and/or mathematics portions of ACCUPLACER 2014-15 Version Exams.

**8. Are students required to re-test?**

Before a student **determined to need remediation** (based on results of the assessment administered during Part 1 of the testing window) in a particular subject matter may enroll in a dual credit course in the same or related subject matter, the student must re-take the examination (during Part 2 of the testing window). If the appropriate school official determines that the student does not require remediation, the student may enroll in a dual credit course. The assessment will be funded by the Department when taken for this purpose. ***Please refer to Appendix B for details.***

In addition, effective with the class of 2015 and per [IC 21-18.5-4-8.5](#), students who receive **a General Diploma with** an [evidence-based waiver](#) are disqualified from receiving state scholarships, grants, or assistance (for stand-alone remedial courses only) administered by the Commission for Higher Education, unless the student passes a college- and career-readiness exam per IC 20-32-9-3. Students who do not meet criteria may still receive aid for credit-bearing coursework, as defined by the Commission and postsecondary institution. ***Please refer to Appendix C for details.***

'Passing' for state financial aid eligibility, includes:

**Reading – Overall score  $\geq 69$**

**Mathematics – Overall score  $\geq 45$**

*Note that a mathematics score of 45 or higher qualifies a student for Ivy Tech credit-bearing courses only. A score of 92 or higher would be needed for a transferable course.*

**9. For which students will the state provide funding for participation in the ACCUPLACER 2014-15 Version Exams?**

The state will only fund the administration of ACCUPLACER for the following: 1) juniors who meet the criteria noted in the participation chart (see Appendix A); 2) juniors who meet the participation criteria and are interested in enrolling in a dual credit course (see Appendix B); and 3) seniors who want to qualify for post-secondary state financial aid with regard to stand-alone remedial ELA and Math courses (see Appendix C).

**Test Administration:**

**10. What is the testing window for the 2015 administration of the ACCUPLACER 2014-15 Version Exams?**

The statewide testing window is **January 22 – April 1, 2015**. The test window is divided into two parts:

- **Part 1: January 22 – February 20, 2015**

Part 1 testers should include juniors who meet participation criteria outlined in the chart on page 2 (also see Appendix A), and any seniors on track to receive a general diploma with an evidence-based waiver who want to qualify for state financial aid for stand-alone remedial courses in the future (see Appendix C for more details).

- **Part 2: February 25 – April 1, 2015**

Part 2 testers should include juniors determined to need remediation as a result of the CCR exam taken during Part 1 who wish to enroll in dual credit during the 2015-16 school year (see Appendix B), and seniors who may need state financial aid for stand-alone remedial courses and did not pass the CCR exam during Part 1 (see Appendix C).

**11. How does a school order online tests?**

To order online tests (also referred to as “test units”) for Part 1 of the testing window, the school must submit a completed “*College- and Career-Readiness Assessment Implementation Request for Online ACCUPLACER 2014-15 Version Exams Spring 2015 – Part 1*”. The request form is included with this guidance for your convenience. The directions to complete and submit the form have been updated for 2014-15 and are briefly presented below—be sure to review specific directions outlined on the form.

**Complete and submit the request form to order test units:**

- ✓ **5 business days prior to the school’s test administration** during the Part 1 testing window (January 22 – February 20, 2015)
- ✓ Via email to [danderson-NONEMP@collegeboard.org](mailto:danderson-NONEMP@collegeboard.org)
- ✓ Subject line: ACCUPLACER Testing Numbers

It is important to note that schools must include the ACCUPLACER Institution ID number and Testing Site ID number on the form to request test units. Steps to locate ACCUPLACER ID information are listed below:

- 1) Log in as the Site Manager at [www.accuplacer.org](http://www.accuplacer.org)
- 2) Select the Users Tab
- 3) Select Edit Testing Site option

The **first 6 digits** of the 9-digit number are the **Institution ID Number** (e.g., **158963-025**).

The **last 3 digits** are the **Site ID Number** (e.g., **158963-025**).

**Directions for ordering online tests for Part 2 of the testing window are forthcoming.** Watch for more information.

**12. How does a school determine whether a paper/pencil administration is needed for a student that will receive a read-aloud accommodation?**

To determine whether a paper/pencil administration is needed, please note the below information.

- Special equipment that may be used when administering ACCUPLACER online include the following:
  - ZoomText Magnifier/Reader  
<http://www.aisquared.com/Products/index.cfm>
  - Kurzweil 3000 for Windows Professional Color Windows-based reading, writing, and learning software for struggling students  
<http://www.kurzweilededu.com/kurz3000.aspx>
  - Text Help Read&Write 8.1 GOLD  
[http://www.texthelp.com/page.asp?pg\\_id=10006](http://www.texthelp.com/page.asp?pg_id=10006)

If a site does not have one of the above options, a paper/pencil test may be ordered for the student based on a read-aloud accommodation that is part of the student's plan (IEP Section 504 Plan, ILP, or Nonpublic School Special Education Plan).

**13. How does a school order non-standard versions of the test?**

Schools are expected to administer ACCUPLACER online unless a student's IEP, Section 504 Plan, ILP, or Nonpublic School Special Education Plan specifies a *Large Print, Braille, or paper/pencil version* of the test is needed. Schools were required to complete and submit via fax the ***Non-Standard Assessment Accommodation Request Form for ACCUPLACER*** on or before November 21, 2014, to order Large Print, Braille, and paper/pencil versions of the assessment. Please contact the IDOE via email ([accuplacer@doe.in.gov](mailto:accuplacer@doe.in.gov)) with questions regarding non-standard versions of the test.

**14. What accommodations are available for students?**

Accommodations identified in a student's IEP, Section 504 Plan, or ILP (EL plan) as allowable on the Algebra I and English 10 ECAs may be utilized on ACCUPLACER.

**The read-aloud accommodation is not permitted during the Reading test administration.**

**15. Are there specific instructions for processing paper/pencil, Large Print, and Braille versions of the assessment?**

Yes. Watch for specific instructions for processing the paper/pencil, Large Print, and Braille versions of the assessment coming soon. It is important to note that the scoring for these versions will occur locally in order to expedite ordering assessments for Part 2 of the testing window. Specific details will be shared as soon as they are available.

**16. Will the school have to pay for the ACCUPLACER assessments?**

The state will cover the cost of the ACCUPLACER assessments required as part of IC 20-32-9 for juniors who meet the criteria noted in the chart on page 2 and for juniors and seniors who may need to retest to meet dual credit and state financial aid eligibility. *Please refer to Appendix B and C for more details. See also Question #9 above.*

**17. How will results be made available to students and parents?**

Students can immediately see and print results after completing their tests. Schools can print results by individual student and request diagnostic score rosters and summary reports from the CTC. Schools are responsible for designing and implementing a plan to distribute results to parents.

**18. Will ACCUPLACER work on tablets?**

For those who access the ACCUPLACER testing platform via an Android or Apple tablet (iPad), a list of tablet capabilities and limitations is provided in the attached document entitled *ACCUPLACER Spring 2015\_Tablet Information*.

**Training:****19. How will schools know how to create an account and administer the ACCUPLACER 2014-15 Version Exams?**

Webinar trainings are scheduled for the fall and early winter and will cover test mechanics, reports and interpretation of results, remediation and MyFoundationsLab. Any future trainings will be listed [here](#). In addition, a recorded version of the trainings will be made available.

**20. Who is required to view the training?**

The Corporation Test Coordinator (CTC) (or his/her designee) and the School Test Coordinator (one person per school) are required to view the live or recorded webinar, as implementation of the CCR exam is a statutory requirement.

**21. If a school administered the ACCUPLACER Diagnostic with the IDOE in the winter/spring of 2014, does the school need to create a new account?**

No, schools will only need to create a new account if they did not administer the ACCUPLACER Diagnostic with the IDOE in the winter/spring of 2014. To request an account, email [danderson-NONEMP@collegeboard.org](mailto:danderson-NONEMP@collegeboard.org).

**22. What are the Corporation Test Coordinator's (CTC) designated responsibilities, and approximately how much time will the CTC (or designee) spend on them?**

Overview of Activities the CTC will Provide
Maintain individual corporation ACCUPLACER site structure
Determine and submit to the IDOE: <ul style="list-style-type: none"> <li>the number of identified students</li> <li>the number of students who will require paper/pencil format, Large Print, and Braille; and</li> <li>the number of test units assigned</li> </ul>
Create and edit additional Site Managers (as needed)
Create and edit Proctors and Reporters (High School Testing Coordinator, STC)
Create and edit local background questions for data collection (optional)
Create and edit custom messages for student score report and online local student instructions
Work with IT department to run system check on computers prior to test administration day
Complete Preregistration template, import into ACCUPLACER system, and generate vouchers for test day
Train all users on test administration, including Site Managers, Proctors, and Reporters
Run diagnostic score and summary reports to assist with targeted intervention strategies
Develop communication plan to interpret test results for students and parents



**ACCUPLACER CTC**  
**Estimation of Time for Testing Site Set-up**  
**(based on a corporation that has three high schools with 100 students testing at each school)**

<b>Action/Process</b>	<b>Time Allotment</b>	<b>Comments</b>
Determine which students qualify for this initiative and which sections of the test that each student needs to take; submit to IDOE the number of identified students, the number of students who need paper/pencil format, Large Print, and Braille, and the number of test units assigned	May vary – see comments	The amount of time will depend upon the number of students and the CTC's ability to access data (paper vs. electronic).
Create Users – Site Managers, Proctors, Reporters	Approximately 3-5 minutes per user	This time allotment is based on moderate computer skills.
Complete corporation ACCUPLACER Site test set up to include adding local background questions, custom messages, and running system check with IT department	1 to 2 hours	A system check must be run prior to test administration day.
Complete preregistration process and generate student test vouchers	Plan 45 minutes for every 50 students	Preregistration is recommended if school plans to test more than 25 students at one time. The amount of time may vary depending on access to data (paper vs. electronic).
Train Proctors on test administration	45 minutes	Materials will be provided.
Run reports as needed	May vary – see comments	CTCs will have admin access to run individual student score reports and student summary roster reports.
Develop communication plan for students and parents	May vary – see comments	The amount of time will depend upon the complexity of the plan; the IDOE will provide examples.

**Remediation:**

**23. How do we determine which students should receive remediation?**

Any student for whom the ACCUPLACER 2014-15 Version Exam(s) results indicate additional academic support is needed should receive remediation. The design of the remediation is a school-based decision, and details of a remediation plan should be made by the school in consultation with the student and the student's parent/guardian. If a student is already receiving remediation based on failure to pass one/both ECAs, the results of ACCUPLACER 2014-15 Version Exam(s) should inform ongoing remediation efforts.

**24. When should remediation begin for students?**

Intervention can begin once the ACCUPLACER 2014-15 Version Exam(s) results have been analyzed.

**25. When should remediation begin for students with disabilities?**

If the results of the ACCUPLACER 2014-15 Version Exam(s) indicate additional academic support is needed, the school should schedule a case conference committee meeting with the student and the parent to determine the nature of the remediation to be provided and revise the student's individualized education program (IEP) if necessary.

**26. Are schools required to use the MyFoundationsLab for remediation?**

While MyFoundationsLab is recommended for use by the College Board, it is not required. The type of remediation is determined at the local school corporation level and should be targeted and customized to meet the individual needs of each student. Note that remediation has always been required for students who do not pass ISTEP or the Algebra I or English 10 ECAs per [IC 20-32-8](#); [IC 20-32-5-10](#); and [IC 20-32-4-4](#). Students should also be encouraged to continue to take or re-take courses in the subject area(s) identified as needing remediation. Strategies for remediation and intervention that have shown success will be shared with corporations as they become available.

**27. Will the state pay for remediation?**

Funds are available for remediation per [IC 20-32-8](#). The results of ACCUPLACER 2014-15 Version Exams enable those funds to be utilized in more targeted ways to assist students.

**28. When will students be required to complete remediation?**

Remediation is **recommended** for students who score in the following ranges on the ACCUPLACER 2014-15 Version Exams:

**Reading**

Reading Comprehension test                      20 – 68 remediation **recommended**

**Math**

*(Students will take the Elementary Algebra Placement test and then may be branched to one of three diagnostic groupings (Math A, B, or C).) Watch for more details.*

**Remediation is recommended depending on the student's career path.**

Elementary Algebra test	0 – 44 remediation <b>recommended</b>
Elementary Algebra test	45 – 91 remediation <b>recommended</b> (2-year track*)

*\*A mathematics score of 45 or higher qualifies a student for Ivy Tech credit-bearing courses (non-transferable) only. A score of 92 or higher would be considered "college ready" for a 4-year college track (transferable courses).*

**Contacts and Resources**

- Direct policy-related questions to: [accuplacer@doe.in.gov](mailto:accuplacer@doe.in.gov)
- Direct all other questions to: [danderson-NONEMP@collegeboard.org](mailto:danderson-NONEMP@collegeboard.org)
- Use the following link to access additional ACCUPLACER-related information:  
<http://www.doe.in.gov/ccr/accuplacer-and-remediation>

Please submit questions via email to [accuplacer@doe.in.gov](mailto:accuplacer@doe.in.gov).